



Facilities Management Essentials



Happy New Year, fellow FMers!

This is the first newsletter for year 2012 and we like to start it right - beginning with the foundation of Facilities Management.

FM is a multi-disciplinary profession whose objective is to ensure that facilities and support services are operated and maintained with the security, safety, health, comfort and productivity of their occupants in mind. **So what are the elements of facilities?** If we are not sure, we cannot manage well!

The key elements of a facility is its building, services, space, grounds and environment and how often do FM practitioners conduct health checks on these elements? The common reasons being busy "fighting fire" and no time. That caused FM approach to be reactive. The outcome has caused a negative perception of FM being unproductive, not able to plan well, a cost centre, poor quality management and that can demoralizing and affect its motivation to perform well.

You know as well as I do that the facility entrusted to FM to manage represent a significant proportion of investment by the organizations and its operating expenses are significant, often after salary. That clearly mean that FM has high potential to offer as a value-added function and business advantage to organizations. That is exactly the purpose for the Competent Facilities Practitioner (CFP) certification program, developed to equip FM practitioners with the essential knowledge and skills for the FM field.

There are 3 levels in the CFP program. First, we like to introduce Foundation Level - FM Essentials. It covers the what FM is and is not, the essential elements of a facility and at the end of the workshop the participants will be equipped on how to conduct a condition survey (*health check for facilities*) and submit the report as their project assignment.

Condition survey is a systematic process to examine the building and its contents. Its purpose is to assess, report and advise on the state of facilities - Health check. A condition survey provides the platform for laying down long and short term facilities plans. The benefits and use of condition survey far exceed from just external examination of building and evaluation of the facilities performance. It can be use for assessing the compliance with legal, safety and health requirements; space planning and utilization; identify future facilities requirements and increase the organization's adaptability and readiness to the dynamic environmental changes.

The Foundation Level module is into its 3rd in-take already. If you wish to be equipped with the FM essentials and enrich yourself with FM best practices, it is a program that you should embark on.

Photos of CFP - Foundation Level:



The next run of CFP
Foundation level :
Facilities
Management
Essentials on the
2nd & 3rd Feb

Sign Up Now!

**"If one is to do things the same way, it probably will get the same result.
To improve, one need to test out new ways of doing to get new results, for better"**